



National Small Business Week Awards Frequently Asked Questions

Why should I submit a nomination?

Since 1963, National Small Business Week has served as our nation's salute to small business owners. That's more than 50 years of celebrating individuals like you who create two out of every three new jobs for Americans. Many household names were previous National Small Business Week award winners, including Ben and Jerry's, Calloway Golf, Chobani, Dogfish Head, Stoneyfield Farm, Pacifica and Tom's of Maine. In addition to bragging rights, National Small Business Week has logged hundreds of millions of social media impressions and traditional media coverage in national news outlets like MSNBC, Fox News, USA Today, Entrepreneur Magazine, The Washington Post, and AP.

What are the national award categories?

- Small Business Person of the Year Award
- Small Business Exporter of the Year
- Phoenix Award for Small Business Disaster Recovery
- Phoenix Award for Outstanding Contributions to Disaster Recovery- Public Official
- Phoenix Award for Outstanding Contributions to Disaster Recovery- Volunteer
- Federal Procurement Award- Small Business Prime Contractor of the Year Award
- Federal Procurement Award- Small Business Subcontractor of the Year Award
- Federal Procurement Award- Dwight D. Eisenhower Award for Excellence
- 8(a) Graduate of the Year Award
- Small Business Development Center Excellence and Innovation Award
- Veterans Business Outreach Center Excellence in Service Award
- Women's Business Center of Excellence Award
- Jody C. Raskind Lender of the Year
- Small Business Investment Company of the Year

For a description of the awards, consult the Awards Guidelines at www.sba.gov/nsbw.

Who may submit nominations?

- Individuals or organizations dedicated to the support of the small business community in the United States such as trade and professional associations and business organizations. SBA employees may solicit nominations, however, they cannot submit nominations on behalf of the nominee.
- Individuals may self-nominate with the exception of the Federal Procurement Awards for Small Business Prime Contractor and Subcontractor of the Year.

May I submit multiple nominations?

No. Individuals or teams may not be nominated for more than one National Small Business Week award category.

What's included in a nomination package?

All nomination packages require a completed background form for all nominees, nomination form and photo of nominee(s). Depending on the award, additional information may be required. Consult the Awards Guidelines at www.sba.gov/nsbw for additional information.

Where can I find the required forms and awards guidelines?

The required forms and awards guidelines are available at www.sba.gov/nsbw.

How do I submit a nomination?

Nominations must be hand delivered or mailed to the appropriate SBA office. Electronic submissions of SBA Awards Forms are not accepted. Consult the Awards Guidelines at www.sba.gov/nsbw for additional information.

When are nominations due?

No later than 3:00 pm ET, January 10, 2017

How are winners selected?

Each award category includes evaluation criteria that judges use to determine the winners. Only complete nomination packages will be considered. Consult the Awards Guidelines at www.sba.gov/nsbw for additional information.

Who selects the winners?

Winners at any level will be selected by a panel of judges that may be comprised of both SBA employees and non-Federal employees. Non-federal employees serving as judges are vetted by the SBA and must sign a conflict of interest/non-disclosure certification. National winners are selected by the SBA Administrator based on, but not restricted to, the recommendations of the panel of judges of federal employees.

When will the winners be announced?

National Small Business Week is April 30-May 6, 2017. National winners will be announced in Washington, DC during award ceremonies on April 30 and May 1, 2017. Travel costs are not provided. For a sneak peak of events, check out the [National Small Business Week highlights videos](#) from previous years.